



Tempe Fire Medical Rescue Department
Fire Prevention Division
Tents and other Membrane Structures Permit Application
REF. 2012 International Fire Code Chapter 31



Tents and membrane structures having an area in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the Fire Prevention Division.

Exceptions:

- Tents open on all sides which comply with all of the following:
- Individual tents having a maximum size of 700 square feet
- The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet, not exceeding 700 square feet total.
- A minimum clearance of 12 feet to all structures and other tents.

General Requirements

- The company or individual erecting the membrane structure, or tent is responsible for obtaining the permit and scheduling the inspection.
- Temporary tents, air-supported, air-inflated or tensioned membrane structures shall not be erected for a period of more than 180 days within a 12-month period on a single premise.
- A detailed site and floor plan shall be provided with each permit application. The site plan shall indicate distances from buildings, property lines, other tents or membrane structures, vehicles, generators and internal combustion engines. The floor plan shall indicate exit location, exit size, exit sign locations, arrangement of tables, chairs, stages, anticipated attendance, fire extinguishers, no smoking signs and location and type of heating, cooking and electrical equipment.
- Sidewalls, drops and tarpaulins; floor coverings and combustible decorative materials and effects shall be composed of flame resistant material meeting N.F.P.A. 701 flame propagation performance criteria. Certification of flame resistance shall be provided with each permit application.
- Based upon the use of the tent or membrane structure, the owner, agent or lessee may be required to employ one or more qualified persons to remain on duty during the times specified on the permit.
- Tents or membrane structures erected prior to obtaining the required permits may be subject to double the original permit fee.



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Permit Application

The complete permit application must be submitted 10 days prior to erecting the structure or tent. Once the complete application is received and approved, a Fire Inspector will contact the applicant to pick up the permit and collect the \$350.00 permit fee.

Tent Company/Provider

Company _____

Address _____ City _____ State _____ Zip _____

Contact Name _____ Office # _____ Cell# _____

Email _____

Tent/Membrane Structure Information

Location _____

Set up Date _____ Set up Time _____ Event Date _____

Size (Sqft) _____ Hours of Use _____

Structure Use (Sales, Assembly, Cooking) _____

Anticipated Attendance _____

Responsible Party Contact Information (User of Tent)

Business Name _____

Address _____ City _____ State _____ Zip _____

Contact Name _____ Office # _____ Cell# _____

Email _____

Mail application and inspection fee to: Tempe Fire Medical Rescue Department, PO Box 5002, Tempe Az. 85280

Make checks payable to: Tempe Fire Medical Rescue Department